

August 9, 2006



Russell T. William, president  
RC Landworks Inc.  
1208 NE 160<sup>th</sup> Ave.  
Portland, OR 97230

## **NOTICE OF AWARD**

The Local Contract Review Board of the City of Tigard, at their meeting of August 8, 2006, awarded your firm the contract for:

**Tualatin River Trail  
from Cook park Path to Portland & Western Railroad Underpass  
Project No. M 05-17**

Enclosed are two (2) copies of the contract documents that are to be signed by you. Please return the signed contracts within ten days, together with the required performance and payment bonds, and certification of insurance. Please review the portions of the contract documents regarding bonding and insurance requirements.

In order to insure prompt payment our accounting department needs a current W-9 filed with the City. A copy of the form is enclosed for your convenience. Also, you are required to have either a Tigard Business Tax or a current Metro License.

No work shall start prior to receipt of the Notice to Proceed and attending the preconstruction conference. **Please contact Vannie T. Nguyen, P.E. at 503-718-2460, within ten days of the date of this letter, to schedule your preconstruction meeting.**

If you have any questions regarding the above information or agreement, bonding, and insurance requirements, please call.

Sincerely,

A handwritten signature in black ink, appearing to read "Vannie T. Nguyen", is written over a horizontal line.

**Vannie T. Nguyen P.E.**  
Engineering Manager

Enclosures